

ATHENS COUNTY LAND REUTILIZATION CORPORATION
BOARD OF DIRECTORS - MINUTES
www.AthensCountyLandBank.com

Location: Virtual Meeting on Google Hangout (meet.google.com/bbz-ywph-ygf)
Day/Time: Wednesday August 19th, 2020 at 11:00am
Purpose: Regular Meeting to consider the following business:

Board Administration

1. The meeting was called to order by Ric Wasserman, Chair. Roll Call by Mr. Wasserman - Board members present were Commissioner Lenny Eliason, Commissioner Chris Chmiel, Mayor Steve Patterson (joined late) and Township Trustee Gregg Andrews.
2. Approval of agenda. Moved by Mr. Eliason, 2nd by Mr. Chmiel. All Yeas
3. Approval of minutes for the meeting held on July 22nd, 2020. Moved by Mr. Chmiel, 2nd by Mr. Andrews. All Yeas
4. Financial Report from Chelsie McKee, Land Bank Treasurer – Summary of July ending Balance.

SUMMARY	
Starting Balance	\$ 237,308.36
Actual Income	\$ 155,269.70
Actual Expenses	\$ 72,057.41
Actual Ending Balance	\$ 320,520.65

Approval of financial report moved by Mr. Chmiel, 2nd by Mr. Andrews. All Yeas

Business

5. Old Business
 - a. NIP project updates by Mr. Wasserman. Sean from HAPCAP submitted all group F required information to OHFA and we are now waiting for reimbursement. We received an invoice from NIP and we are expected to receive \$53,118. With 3 projects maxing out at \$12,500 the Land Bank will still owe HAPCAP for the overages. With a total charge of \$62,500, approximately \$9,382 will need paid to HAPCAP. The board thanks HAPCAP for administering this program.

- b. Updates on acquisition process/pipeline by Mr. Wasserman.
 - I. 4 Properties were acquired since the last meeting: 5889 Stephenson Street, Buchtel; 19616 Maple Street, Trimble; 14-16 Maple Street, Glouster. 2 cases are in the 28-day waiting period and we will receive deeds on those properties soon. Many other motions for Summary Judgment have been filed but are waiting for a judge to do a non-oral hearing to decree the foreclosure which will then put the cases in the 28-day waiting period.
 - II. The expedited foreclosure case that is ready for the Board of Revision to adjudicate was originally scheduled to be heard on August 14th. However, sometime between the scheduling and the actual hearing, the board secretary issued a new link for the teleconference meeting and the court notifications were no longer valid because they had the old link. This hearing has been rescheduled for Friday, August 28th, 2020. There are 17 BOR expedited foreclosures behind this case in the pipeline with more hopefully being filed soon.
- c. HAPCAP Agreement: The new agreement with HAPCAP to perform services, including self-funded demolitions, has been signed in accordance with the board's motion last month. We expect the total value of the contract to be well below the \$25,000 limit. Work on self-demolitions is underway on the 4 previously approved properties. A frame work schedule that HAPCAP follows has been established for these properties, with a 6 week project timeline which includes notifications with EPA/government agencies, preparation work, and inspections. Asbestos documents are expected next week.
- d. Americorp position though Rural Action: Rural action got back in touch with us this month to say that a position with another agency fell-through and there is an Americorp's position that could be allocated to the Land Bank. Mr. Chmiel and Mr. Wasserman have had conversations via email with Rural Action and they are honing in on a position that would cost the Land Bank less than \$7,000 for the year for approximately 32 hours per week. This position would assist Mr. Wasserman with general administration of the program, with special emphasis on communicating to the public through social media and other means. They will also produce an annual report and general documentation of Land Bank work. This person will reside at the HAPCAP building. Motion to move money from the HAPCAP staff budget line (\$20,000) to fund this Americorp position. Moved by Mr. Chmiel, 2nd by Mr. Patterson. All Yeas. None Opposed.
- e. Update on previously approved projects by Mr. Wasserman:
 - I. 10 High Street, Glouster, M04-00700032-00. Abandon Gas station pilot program. Our consultant, Tetra-Tech has filed the official grant application for remediation after we received a support letter from the village. Due to the pandemic the grant administrator at BUSTR had not been working but is back on the job and working through the backlog. This project is number 13 on the list. There appears to be plenty of money left in the BUSTR coffers to fund this and future projects (\$14MM).
 - II. A number of rehabs are underway around the county. In particular, 29 Main in Glouster and 7211 SR 329 in Guysville are well on their way to completion. The Guysville property was a terrible mess and has been cleaned up and re-graded, the

house is almost finished. Also, as mentioned last month, construction is underway at 10 Barbour Street in Glouster by Habitat for Humanity. Integrated Services is to start construction in October on a new 2-story house at 30 Front Street in Glouster. Rehab has also begun at 614 W. High Street in Nelsonville which will be an owner-occupied dwelling when finished. The end-user has the inside gutted and is replacing structural support.

- III. 16 Main Street, Chauncey (2020-15). This property was approved for purchase at last month's meeting in concert with the Village of Chauncey. This property is an abandoned gas station next to the Village's water plant. The sellers, William and Emilie Hunter, have agreed to the draft contract and are expected to close on the deal shortly. The Land Bank will pay for the legal fees. Once the property is in the Land Bank's name the process for obtaining grant funding through BUSTR can begin. Our consultant, Tetra-tech has ensured that there are sufficient funds in the BUSTR coffers to cover this project.
 - IV. MDM Management Property, Buchtel (2019-63). This property has been purchased by a couple looking to re-develop this site. They have entered a payment plan on the delinquent taxes with the County Treasurer. Motion to withdraw this property as a Land Bank project. Moved by Mr. Chmiel, 2nd by Mr. Eliason. All Yeas
 - V. 26 Converse Street, Chauncey (2020-03). The Land Bank was informed this week that this dilapidated, tax-delinquent house is now occupied by the son of the owner. Seeking to verify this information. Foreclosure has not yet been filed on this project. If it turns out this property is occupied, the foreclosure will need to go through Common Pleas court and ultimately will have to go through a Sheriff's sale.
 - VI. 14 Main Street, Trimble (2019-12). This property has been cleared of squatters and can now be prepped for demolition. This property has already been approved for demolition through HAPCAP and work will begin soon. We thank Captain Bryan Cooper and the Sheriff's Department for their assistance.
- f. Update on pending dispositions:
- I. 141 Monroe St, Nelsonville (2019-50). The board granted final approval for disposition but the property required a survey which the end-user has declined to pay part of the survey cost. The transaction closed in early August. Rehab is set to begin in October.
 - II. 58/60 High Street, Glouster (2018-11/12). Disposition in progress, we needed new end user paperwork to match the entity they wanted to hold it under. The transaction closed yesterday.
 - III. 36-38 Main Glouster (2018-73). I met with the tenants at 36 Main. The easiest path forward is to convey the one lot with their house on it and have them and us sign a shared driveway/garage agreement that would be binding upon any new owners of 38 Main. I asked Bob Toy to represent the tenant's pro-bono so that they would have legal counsel in this transaction. End user response has ceased and we are

trying to ascertain the situation and determine next steps. May need to sell property to different end user as a rental property.

- IV. Winner Lane / Sand Ridge Road (Rome/Lodi Twp). The Winner lane contract has been signed and we have received the pay-in-advance payment. Tax certificates have been purchased from the County Treasurer and Nolan and Meek has prepared the foreclosure pleadings. Due to be filed this week. The Sand Ridge Road contract has been drafted and is with the end-user, waiting for approval.
- V. 16357 S. Canaan Road. This pay-in-advance project closed on Thursday and tax certificates will be purchased soon. Property will be foreclosed on as well.
- VI. 495 Patton St. (2018-55). Dilapidated house that was under renovation when the previous owner left it. House contains about \$2000 of new building materials and is solid enough to be rehabbed. End user is Gregory S. Frank. Positive feedback was received from the City of Nelsonville and a draft contract has been approved with a price of \$3500 plus document-prep fees. This transaction closed in late July.
- VII. Upcoming dispositions. The old Coffee Cup property in Nelsonville has at least 2 interested end users with a possible 3rd candidate. 36 Braun street in Glouster has had end user interest by many neighboring property owners.

6. New Business

- a. Discussion of public figures as end-users. With the Land Bank being a relatively new development in this area, the people who know about the Land Bank and the services it provides are people in positions such as Twp Trustees, Village Council, etc. Mr. Wasserman asked the board as to whether or not any additional provisions need to be incorporated into our Conflict of Interest or Disposition Policies. Mr. Eliason stated that as long as the end users are not on the Land Bank board, they should not be denied the same opportunities as any other citizen. Mr. Chmiel mentioned that we should take caution of how this information is perceived by the public and was wondering if there was a way to make it more transparent to the public. Mr. Eliason mentioned that this information is disclosed and available to the public. Mr. Eliason also brought to the attention of the board that we should be doing an annual review of our policies.
- b. New Self-Funded Demolition at 15 Locust Street, Glouster. This property is a dilapidated house in the flood zone. The parcel next to this property was torn down years ago in a flood-mitigation project. It has the potential of being a village park. Motion to add this property to the self-funded demolition list through HAPCAP. Moved by Mr. Chmiel, 2nd by Mr. Eliason. All Yeas

New Projects

Delq Amt	Last Pymt	Parcel ID	Owner	Address
\$ 26,430.18	2017	M040030002500	James & Crystal Ward	61 Main Street, Glouster

